

# **City of Burlington**

## **FY 2016 Annual Action Plan**

**DRAFT COPY**

Prepared By: City of Burlington

**March 2016**

# **Executive Summary**

## **AP-05 Executive Summary - 91.200(c), 91.220(b)**

### **1. Introduction**

The City of Burlington is a federal entitlement community under the U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) Program. The City also receives HOME funds through its participation in the Greensboro HOME Consortium. As a HUD entitlement community, the City is required to submit the FY 16-17 Annual Action Plan as the first action plan of the 2015-2019 Consolidated Plan.

The One-Year Action Plan outlines the City's planned projects and activities to address identified priority needs and specific objectives during program year 2016. These activities and project will also address the City's overall priorities identified in the 2015-2019 Consolidated Plan. All priorities, objectives, and activities are planned for a one year period ending on June 30, 2017 unless otherwise indicated in the plan.

The City will direct Community Development Block Grant (CDBG) funds to projects within its corporate limits. Proposed allocations of CDBG funds are to citywide housing rehabilitation projects, neighborhood revitalization or development projects in the City's low and moderate income areas, job training, and development projects citywide for eligible populations.

### **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Burlington is committed to allocating funds that serve the needs of low to moderate income (LMI) residents. Households with incomes less than 50% of the area median income (AMI), particularly those with extremely low incomes (less than 30% of AMI), are particular priorities. The City has also identified special needs individuals as among those who face the greatest challenges and who should receive high priority in the expenditure of federal funds, including low-income families, the homeless, persons threatened with homelessness, the elderly, and persons with disabilities.

In order to achieve the greatest impact possible from the limited federal funds available, the City intends to allocate its non-housing community development resources primarily to projects that will have a focused neighborhood impact, as opposed to infrastructure projects of more dispersed expected benefit.

The priorities identified in the AP were developed by:

- Weighting the severity of the need among all groups
- Analyzing current, social, housing, and economic conditions
- Analyzing the relative needs to low and moderate income families
- Assessing the resources likely to be available
- Evaluating input from request for proposals, public hearings, and participation in various community meetings

Burlington will invest its CDBG and HOME funds in areas primarily impacted by LMI persons. Several of the City's LMI census areas are located in the downtown area and include a significant rental housing stock. While resources other than CDBG and HOME funds may be used in these areas to maintain and preserve housing, infrastructure, and public services, the City's CDBG and HOME funds will be focused in areas that are home to families, the elderly, the disabled, and the homeless. The City's provision of funding for new construction and acquisition of affordable housing will continue to be governed by its evaluation rubrics.

For Program Year 2016 the City plans to address needs/objectives identified under the priority needs identified in the 2015-2019 Consolidated Plan. The needs are identified as:

Need 1:

Improvement and access to local public facilities and services that contribute to neighborhood development.

Need 2:

Improvement of public infrastructure to revitalize neighborhoods

Need 3:

Decent, safe affordable housing, including housing that directly reduces homelessness and increase the availability of supportive housing.

Need 4:

Planning and Administration

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City has maintained a high performance rate for past projects completed through the FY 2015-16 Action Plan. The goals of the 2015-2019 Consolidated Plan have been instrumental in meeting the goals of the CDBG and HOME programs set out by the City through community input.

The City has rehabbed eight homes since July 1, 2015. There are currently two rehabilitation projects under contract. The City has assisted six families with relocation assistance. Since July 1, 2015 one recreation project, one public facility projects, and three public service projects have been completed. There is currently one infrastructure project underway. The City has also completed three homes at the City's Apple Tree subdivision and currently has two home under construction.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105. Key elements of this Consolidated Plan are its emphasis on citizen participation and the collaborative nature of the process. Burlington uses the input from citizens and its community development partners to determine its housing and community development needs, to develop strategies for addressing those needs, and to undertake specific actions consistent with those strategies.

Between February 2016 and May 2016, two public hearings were held to obtain public input to the planning process and development of the Action Plan. The public hearings provided citizens a chance to comment on issues of affordable housing, special needs housing with supportive services, homelessness, neighborhood and community revitalization, and special needs and priorities that would be incorporate into the proposed Consolidated Plan.

During the development of the Action Plan there was consultation and coordination completed with several service agencies in the City of Burlington. These conversations were held with several levels of service providers who understood the problems faced by the elderly, needs of affordable housing, homeless, and health services. These meetings and conversations were able to provide the City with a keen insight into some of the problems and needs that many of the low to moderate-income citizens were facing.

### **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

A summary of the comments received is provided as an attachment to template AD-25 Administration of the Action Plan.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

A summary of responses to the comments received is provided as an attachment to template AP-12 Consultation of the Action Plan.

## **7. Summary**

The City's funds will coincide with specific set asides to structure the spending of CDBG funds and ensure the limited amount of funds available will have the greatest possible impact in addressing the needs of the action plan and community.

A maximum of 15% of CDBG funds will be dedicated to public service activities

At least 10% in CDBG funds will be dedicated to public infrastructure needs in low/moderate income neighborhoods

At least 25% in CDBG funds will be dedicated to housing rehabilitation, in addition to HOME funds

At least 15% in CDBG funds will be dedicated to economic development initiatives, including the Construction Training Partnership Program

Any remaining CDBG funding is available to any eligible category, including public facilities. The City will focus its grant efforts on fewer projects that make a greater impact addressing City priority needs.

The City's primary focus of Burlington's limited community development resources has been affordable housing. More specifically, the City's highest the action plan are:

- Expanding homeowner housing opportunities
- Preserving homeowner housing units
- Housing and related services for the homeless and those at risk of homelessness
- Public facility improvements
- Public Service activities
- Infrastructure maintenance and improvement

The specific projects for the Program Year 2016 will be discussed later in the plan.

## **PR-05 Lead & Responsible Agencies - 91.200(b)**

### **1. Agency/entity responsible for preparing/administering the Consolidated Plan**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
Lead Agency	BURLINGTON	
CDBG Administrator		

**Table 1 – Responsible Agencies**

### **Narrative**

#### **Consolidated Plan Public Contact Information**

Shawna Tillery

Community Development Administrator

City of Burlington

PO Box 1358

Burlington, NC 27216

336-222-5094

stillery@ci.burlington.nc.us



## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

The City of Burlington Planning Department and Community Development Department developed an outreach effort to maximize input from a large crosssection of stakeholders. This outreach effort included public meetings, published meeting notices, stakeholder meetings, attendance and networking at various meeting, telephone interviews, and request for proposals. Furthermore, the Department implements a range of affordable housing and community development activities, including administration of the CDBG & HOME programs; preparation of the Consolidated Plan, the Consolidated Annual Performance Evaluation Report (CAPER), and the Annual Plan; technical assisatnce for and collaboration with non-profits and for-proftis housing developers and social services agencies; and rehabilitation and other affordable housing projects.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

Allied Churches of Alamance County (ACAC) and Alamance County Interagency Council for Homeless Assistance (ACICHA) both have interagency agreements with the City of Burlington to manage CDBG activities. Close cooperation exists between the City, ACAC, ACICHA, local non- profit agencies, homeless providers, and regional organizations to enhance coordination. The City will continue to support ACAC's and ACICHA's strategy to meet the needs of homeless persons and those at risk of becoming homeless.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City does not receive ESG funds. Rather, ESG funds are allocated to the community through Alamance County Interagency Council for Homeless Assistance (ACICHA) participation in the NC Balance of State Continuum of Care application process. ACICHA utilizes the Balance of State application process to apply for ESG funds, develop performance standards, and evaluate outcomes. The City of Burlington is currently working closely with ACICHA to restructure the delivery and allocation process. A detailed description of how this process is being restructured in Burlington can be found in MA30 of this



the City's 2015-19 Consolidated Plan. The plan is also available at: <http://www.ci.burlington.nc.us/DocumentCenter/View/7532>

**2. Agencies, groups, organizations and others who participated in the process and consultations**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	BURLINGTON
	<b>Agency/Group/Organization Type</b>	Other government - Local Planning organization Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Anti-poverty Strategy Recreation and Infrastructure Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Planning Department and Community Development Department actively consulted with a variety of nonprofits, social service providers, community residents, and governmental agencies to determine the needs of the City and better allocate entitlement resources. City actively participates in the United Way's Community Council, COC meetings, and other events in the community to gauge needs. In addition, several advertised public hearings are scheduled to take place.
2	<b>Agency/Group/Organization</b>	ALLIED CHURCHES OF ALAMANCE COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Employment Publicly Funded Institution/System of Care Neighborhood Organization

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Planning Department and Community Development Department actively consulted with a variety of nonprofits, social service providers, community residents, and governmental agencies to determine the needs of the City and better allocate entitlement resources. City actively participates in the United Way's Community Council, COC meetings, and other events in the community to gauge needs. In addition, several advertised public hearings are scheduled to take place.
3	<b>Agency/Group/Organization</b>	Burlington Development Coroporation
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Publicly Funded Institution/System of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Planning Department and Community Development Department actively consulted with a variety of nonprofits, social service providers, community residents, and governmental agencies to determine the needs of the City and better allocate entitlement resources. City actively participates in the United Way's Community Council, COC meetings, and other events in the community to gauge needs. In addition, several advertised public hearings are scheduled to take place.

4	<b>Agency/Group/Organization</b>	ALAMANCE COUNTY COMMUNITY SERVICES AGENCY
	<b>Agency/Group/Organization Type</b>	Housing Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Planning Department and Community Development Department actively consulted with a variety of nonprofits, social service providers, community residents, and governmental agencies to determine the needs of the City and better allocate entitlement resources. City actively participates in the United Way's Community Council, COC meetings, and other events in the community to gauge needs. In addition, several advertised public hearings are scheduled to take place.
5	<b>Agency/Group/Organization</b>	Burlington Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs Economic Development Anti-poverty Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Planning Department and Community Development Department actively consulted with a variety of nonprofits, social service providers, community residents, and governmental agencies to determine the needs of the City and better allocate entitlement resources. City actively participates in the United Way's Community Council, COC meetings, and other events in the community to gauge needs. In addition, several advertised public hearings are scheduled to take place.
6	<b>Agency/Group/Organization</b>	HABITAT FOR HUMANITY OF ALAMANCE COUNTY, NC
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Planning Department and Community Development Department actively consulted with a variety of nonprofits, social service providers, community residents, and governmental agencies to determine the needs of the City and better allocate entitlement resources. City actively participates in the United Way's Community Council, COC meetings, and other events in the community to gauge needs. In addition, several advertised public hearings are scheduled to take place.
7	<b>Agency/Group/Organization</b>	ALAMANCE COUNTY
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-based Paint Strategy

	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The Planning Department and Community Development Department actively consulted with a variety of nonprofits, social service providers, community residents, and governmental agencies to determine the needs of the City and better allocate entitlement resources. City actively participates in the United Way's Community Council, COC meetings, and other events in the community to gauge needs. In addition, several advertised public hearings are scheduled to take place.</p>
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**Identify any Agency Types not consulted and provide rationale for not consulting**

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	ACICHA	The goals of this organization overlaps with the goals in the strategic plan and visioning of this plan, including creating attractive and affordable housing and supportive services for all
Regional Assessment of Fair Housing	Piedmont Triad Regional Council	Strategic Plan goals and objectives will intentionally,affirmatively further fair housing. Addresses barriers toaffordable housing as well.

**Table 3 - Other local / regional / federal planning efforts**

**Narrative**

## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

In accordance with 24 CFR 91.100(4), the City of Burlington will notify adjacent units of local government of the non-housing community development needs included in its Action Plan.

The City continues to interact with the various public and non-profit institutions that provide housing and supportive services to low income residents. Although the agencies are independent of one another, they work together to ensure that their programs and services are coordinated and that residents are served.

The City's goal for citizen participation is to ensure broad participation of City residents; housing, economic development, and other service providers; City departments; nonprofit organizations; neighborhood groups; and other stakeholders in the planning and implementation of community development and housing programs. As such, the City has laid out a Citizen Participation Plan (CPP) to broaden citizen participation.

The purpose of the CPP is to establish the process by which citizens, public agencies, and other interested parties can actively participate in the development of the Consolidated Plan, Annual Action Plan, Substantial Amendments, and the Consolidated Annual Performance and Evaluation Report (CAPER) and to set forth the City's policies and procedures for citizen participation.

The Citizen Participation Plan provides for and encourages public participation and consultation, emphasizing involvement by citizens and the organizations and agencies that serve low/moderate-income persons through the use of HUD programs.

### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
OMB Control No: 2506-0117 (exp. 07/31/2015)				<p>Dorene Cole, RSLs asked for support of the renovation of the day facility at 1212 Turrentine. Ron Osbourne, Residential Treatment Services asked for support for the painting of the interior of the Hall Ave facility. He said CDBG funds were a godsend to the non-profit world. MJ Wilkerson, Alamance County Libraries, asked for funding of \$10,000 at North Park. The</p> <p>Annual Action Plan continued 2016</p>		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Minorities  Persons with disabilities  Non-targeted/broad community	None	None	N/A	
3	Public Hearing	Minorities  Non-targeted/broad community  Residents of Public and Assisted Housing	None	None	N/A	
4	Internet Outreach	Non-targeted/broad community	None	None	N/A	<a href="https://uwalamance.org/nsm_updates/public-hearing-cdbg-home-programs/">https://uwalamance.org/nsm_updates/public-hearing-cdbg-home-programs/</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Hearing	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>				

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

#### Introduction

The following section shows the funding for program year 2016 Burlington will receive as part of its entitlement allocations over the next five years. Anticipated allocations are based on an assumed 5% reduction in the previous years' allocation:

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	402,011	100,000	0	502,011	1,773,383	

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Non-profit housing and service providers rely on many sources of revenue for their operations. In Burlington, this includes Allied Churches,

Habitat for Humanity, and ACCSA, Family Abuse Services, Residential Treatment Services, and Ralph Scott Lifeservices all highlighted in previous sections, pursue multiple sources of funding for housing and social service programs. To supplement, match, or leverage the grants from competitive Federal and State programs and foundations, the agencies use local funds and private resources. Private resources include contributions, corporate sponsorships, United Way, foundation grants, fees, and fund-raisers. Local organizations have reported success using private funds such as these to match other grants.

Low-Income Housing Tax Credits (LIHTC) have proven to be a highly effective method of increasing the supply of affordable housing. There is currently a lack of developers with the capacity or interest in LIHTC projects within the City of Burlington. The City's strategy for coordinating LIHTC development into its affordable housing supply for low and moderate-income families is to provide technical assistance on an as-needed basis through the Planning Department and Community Development Department.

To match the HOME City funds, The City participates in a Construction Training Programs with the North Carolina Housing Finance Agency and the North Carolina Homebuilders Association. The City will use the North Carolina Housing Finance Agency funds of \$65,000 to pay for the hard construction costs for housing in conjunction with the Construction Training Program activities.

To match HOME County Program expenditures for rehabilitations, the City of Burlington allocates a portion of its closed-out Rental Rehabilitation Program loan payments.

The City of Burlington will also provide general funds for the Thataways bathroom remodel and necessary funds to repair other areas of the building. Allied Churches will match remaining funds for allocation with funds from general operating funds. At the moment the amount is unknown but expected to double the City's investment.

When appropriate the City will work to leverage with other program such as Weatherization. In some instances homeowners may contribute their own personal funds to upgrade certain elements based on their personal preference.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

Burlington is not involved with land banking and has a limited amount of resources available to acquire, assemble, and dispose of sites for the purpose of expanding affordable housing and employment opportunities.

## **Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
<b>1</b>	Provide Decent & Affordable Housing	2015	2019	Affordable Housing	Citywide / Non-Site-Specific Eligible LMI Block Groups	Decent, affordable housing	CDBG: \$102,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit
<b>2</b>	Provide improved public facilities	2015	2019	Non-Housing Community Development	Citywide / Non-Site-Specific Eligible LMI Block Groups	Improvement and access to local public facilities	CDBG: \$89,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 555 Persons Assisted
<b>3</b>	Provide Economic Development Opportunities	2015	2019	Non-Housing Community Development	Eligible LMI Block Groups	Decent, affordable housing	CDBG: \$65,000	Homeowner Housing Rehabilitated: 6 Household Housing Unit Jobs created/retained: 16 Jobs
<b>4</b>	Improve the Quality of Public Infrastructure	2015	2019	Non-Housing Community Development	Eligible LMI Block Groups	Improvement of public infrastructure	CDBG: \$83,555	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 850 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Homeless Shelter, Services, and Facility Assist	2015	2019	Homeless	Eligible LMI Block Groups	Improvement and access to local public facilities Decent, affordable housing	CDBG: \$105,344	Homelessness Prevention: 500 Persons Assisted

**Table 6 - Goals Summary**

### Goal Descriptions

1	Goal Name	Provide Decent & Affordable Housing
	Goal Description	Provide housing rehabilitation services and relocation services needed.
2	Goal Name	Provide improved public facilities
	Goal Description	
3	Goal Name	Provide Economic Development Opportunities
	Goal Description	
4	Goal Name	Improve the Quality of Public Infrastructure
	Goal Description	
5	Goal Name	Homeless Shelter, Services, and Facility Assist
	Goal Description	

**Table 7 – Goal Descriptions**





## **AP-35 Projects - 91.420, 91.220(d)**

### **Introduction**

The following projects in FY 2016 are expected to address the primary community development and housing issues that can be addressed with limited CDBG funding.

#	Project Name
1	Housing Rehabilitation
2	Construction Training Program
3	Administration
4	North Park Library
5	Ralph Scott Lifeservices Upgrades
6	Family Abuse Services Upgrades
7	Residential Treatment Services Upgrades
8	Allied Churches Funds
9	Relocation
10	Burlington Development Corporation
11	Thataways Upgrades
12	Richmond Hill

**Table 8 – Project Information**

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	Citywide / Non-Site-Specific
	<b>Goals Supported</b>	Provide Decent & Affordable Housing
	<b>Needs Addressed</b>	Decent, affordable housing
	<b>Funding</b>	\$100,000
	<b>Description</b>	Description      Receipts from the revolving loan fund will be used for loans for low and moderate-income households to rehabilitate their homes to provide safe, decent dwellings that meet the City's Minimum Housing Code. The City will undertake any required lead-based paint hazard reduction procedure and when necessary, temporarily relocate program participants.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	At least ten families will benefit through housing rehabilitation that would have not otherwise occurred
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Rehab: Single-unit residential Matrix code: 14 A
2	<b>Project Name</b>	Construction Training Program
	<b>Target Area</b>	Citywide / Non-Site-Specific

	<b>Goals Supported</b>	Provide Decent & Affordable Housing Provide Economic Development Opportunities
	<b>Needs Addressed</b>	
	<b>Funding</b>	\$65,000
	<b>Description</b>	The City will invest \$65,000 of CDBG funds in the North Carolina Construction Training Partnership Program to provide job training in the construction industry and housing assistance for low-income area residents. The program is the continuation of a cooperative venture between the City, the North Carolina Housing Finance Agency (NCHFA) and the North Carolina Home Builders Association (NCHBA). North Carolina Home Builders Association will recruit the trainees and conduct the job training and development activities. Class instruction includes hands-on rehabilitation training, RRP certification, green building skills, and building maintenance instruction. The training consists of a spring and fall class with approximately 16-20 participants. The class participates in hands-on rehabilitation activities through the City housing rehabilitation program. The projects the class works on are reviewed for environmental standards through the scattered site housing rehabilitation process. North Carolina Housing Finance Agency will provide funds of \$65,000 for hard construction costs for eligible affordable housing rehabilitation projects identified and undertaken by the City.
	<b>Target Date</b>	5/31/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	16 individuals through the program.
	<b>Location Description</b>	Training will occur at the City-owned Broad Street Gym. 215 N Broad St, Burlington, NC 27217
	<b>Planned Activities</b>	Public services: housing rehab, single unit residential Matrix code: 14 A
<b>3</b>	<b>Project Name</b>	Administration
	<b>Target Area</b>	

	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	\$47,112
	<b>Description</b>	Administration
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Administration of CDBG funding and projects Matrix Code: 21A
4	<b>Project Name</b>	North Park Library
	<b>Target Area</b>	Eligible LMI Block Groups
	<b>Goals Supported</b>	Provide improved public facilities
	<b>Needs Addressed</b>	Improvement and access to local public facilities
	<b>Funding</b>	\$10,000
	<b>Description</b>	Description: Each year, the City sets aside funds to purchase books, materials and supplies for the branch library in the Mayco Bigelow Community Center at North Park. Continuation of this financial assistance permits the library to operate and maintain its level of service to the community. This year the increased amount will greatly benefit the library when materials budgets are being drastically cut.
	<b>Target Date</b>	4/10/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximatley 850 person live in the service area of the library.
	<b>Location Description</b>	North Park Library, 849 Sharpe Rd. Burlington, NC 27217
	<b>Planned Activities</b>	Public Services: other public services Matrix Code: 05
5	<b>Project Name</b>	Ralph Scott Lifeservices Upgrades
	<b>Target Area</b>	Citywide / Non-Site-Specific
	<b>Goals Supported</b>	Provide improved public facilities
	<b>Needs Addressed</b>	Improvement and access to local public facilities
	<b>Funding</b>	\$52,000
	<b>Description</b>	Description: The City plans to provide \$50,000 to assist Ralph Scott Lifeservices to renovate the interior of its Day Services Facility (StarPoint). This project will allow for sustained use of the facility. The facility serves as a needed day program for individuals with developmental and other intellectual disability. The program current serves 87 individuals. Approximately 76 of those individuals also are served in the residential programs operated by RSL and another 11 come from the community, where they reside with their families. No other program of this type is available to these citizens within the Alamance/Burlington area.
	<b>Target Date</b>	3/31/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 87 individuals are served daily by the day center activities for the disabled.
	<b>Location Description</b>	Raplp Scott Lifeservices, Star Point, 1212 Turrentie St. Burlington, NC 27215
	<b>Planned Activities</b>	Public Facility: Handicapped Centers 03B

<b>6</b>	<b>Project Name</b>	Family Abuse Services Upgrades
	<b>Target Area</b>	Citywide / Non-Site-Specific
	<b>Goals Supported</b>	Provide improved public facilities Homeless Shelter, Services, and Facility Assist
	<b>Needs Addressed</b>	Improvement and access to local public facilities
	<b>Funding</b>	\$31,935
	<b>Description</b>	Description: The City plans to provide \$31,935 to assist Family Abuse Services to renovate the interior of two bathrooms to make the bathrooms commercial grade and handicap accessible. This project will allow for sustained use of the facility. The facility serves victims of domestic violence and is the County's only shelter for DV clients. The existing kitchen is being upgraded with private funds to make accessible and sustainable for the future.
	<b>Target Date</b>	3/31/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 100 women and children will be served by the facility.
	<b>Location Description</b>	Location is confidential
	<b>Planned Activities</b>	Public Facilities: Homeless Facilities (not operating) 03C
<b>7</b>	<b>Project Name</b>	Residential Treatment Services Upgrades
	<b>Target Area</b>	
	<b>Goals Supported</b>	Provide improved public facilities Homeless Shelter, Services, and Facility Assist
	<b>Needs Addressed</b>	Improvement and access to local public facilities
	<b>Funding</b>	\$18,200

	<b>Description</b>	Description: The City plans to provide \$18,200 to assist Residential Treatment Services to paint the interior of the Hall Ave. facility. This project will allow for sustained use of the facility. The facility serves an 8-bed treatment unit which serves both men and women and a Supervised Living Program for 17 male residents.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 individuals will be served by the crisis center operated at the Hall Ave. facility.
	<b>Location Description</b>	Residential Treatment Services, Hall Ave. Facility, 136 Hall Ave. Burlington, NC 27217
	<b>Planned Activities</b>	Public Facility: Improvement of public facility Matrix Code: 03
<b>8</b>	<b>Project Name</b>	Allied Churches Funds
	<b>Target Area</b>	Citywide / Non-Site-Specific
	<b>Goals Supported</b>	Homeless Shelter, Services, and Facility Assist
	<b>Needs Addressed</b>	Decent, affordable housing
	<b>Funding</b>	\$30,000



	<b>Description</b>	Description: The NC Balance of State Coordinated Assessment, a US Department of Housing and Urban Development mandated program, sets out to end homelessness by increasing exit to housing, decreasing length of time for homeless, and reducing the rate of return to homelessness. To accomplish this, a local access to homeless services will have to standardize via an agency network. Allied Churches has been selected to handle all initial intake and referrals using a centralized model for Alamance County. A dedicated staff will be necessary to handle the additional workload. This funding will cover a portion of the Coordinated Assessment staff person with additional funding from United Way of Alamance County. Also, due to the increase in the rapid re=housing program funds are needed to support the operation portion of the program. A portion of this allocation will be used for this and the remaining will come from Allied Churches
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximaltey 250 people will assisted with homeless prevention services.
	<b>Location Description</b>	Allied Churches of Alamance County, 206 N. Fisher St. Burlington, NC 27217
	<b>Planned Activities</b>	Public Service: Operating costs of homeless/AIDS patient program  Matrix code: 03T
9	<b>Project Name</b>	Relocation
	<b>Target Area</b>	Citywide / Non-Site-Specific
	<b>Goals Supported</b>	Provide Decent & Affordable Housing
	<b>Needs Addressed</b>	Decent, affordable housing
	<b>Funding</b>	\$2,000

	<b>Description</b>	Description Depending on the extent of the rehabilitation a homeowner may be required to relocate during the rehabilitation of their home. The City will provide temporary relocation assistance to persons who are qualified participants under the homeowner rehabilitation program. In all cases the City will try to reduce relocation expenses for homeowners by making arrangements for persons to stay with family members and friends during the rehabilitation of their home. The City will use CDBG funds to cover eligible relocation expense during the rehabilitation process.
	<b>Target Date</b>	3/31/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Between two and six families that benefit through housing rehabilitation program will also benefit from the relocation program.
	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	Relocation Matrix Code: 08
10	<b>Project Name</b>	Burlington Development Corporation
	<b>Target Area</b>	Citywide / Non-Site-Specific
	<b>Goals Supported</b>	Provide Decent & Affordable Housing
	<b>Needs Addressed</b>	Decent, affordable housing
	<b>Funding</b>	\$25,209
	<b>Description</b>	Description: Burlington Development Corporation, a non-profit component of the Burlington Housing Authority operates two supportive housing programs for chronically homeless and homeless families. The HOPE program is a permanent housing program for chronically homeless individuals and STEPS is a repaid rehousing program for disabled homes families.
	<b>Target Date</b>	6/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Unites for six chronimcally homeless individuals and families.
	<b>Location Description</b>	133 N. Ireland St. Burlington, NC 27217.
	<b>Planned Activities</b>	Public Services: Operating costs of homeless/AIDS patient program Matrix Code: 03T
<b>11</b>	<b>Project Name</b>	Thataways Upgrades
	<b>Target Area</b>	Eligible LMI Block Groups
	<b>Goals Supported</b>	Provide improved public facilities
	<b>Needs Addressed</b>	Improvement and access to local public facilities
	<b>Funding</b>	\$37,000
	<b>Description</b>	Description: The City plans to fund the renovation the bathroom at the City-owned Thataways. The bathroom located at this facility currently does not accommodate handicap accessibility needs. Thisproject will address the issue to meet ADA code compliance along with removal of asbestos flooring located in the facility. The City will fund remaining portion of abatement and new flooring the remaining part of the facility.
	<b>Target Date</b>	3/31/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximatley 455 people live in the service area.
	<b>Location Description</b>	1333 Overbrook Dr. Burlington, NC 27215
	<b>Planned Activities</b>	Public Facilities Matrix Code: 3
<b>12</b>	<b>Project Name</b>	Richmond Hill

<b>Target Area</b>	Eligible LMI Block Groups
<b>Goals Supported</b>	Provide Decent & Affordable Housing Improve the Quality of Public Infrastructure
<b>Needs Addressed</b>	Improvement of public infrastructure Decent, affordable housing
<b>Funding</b>	\$83,555
<b>Description</b>	Description: The project will be to provide flood drainage improvements to the Richmond Hill development project. The project will include the clearing and stabilizing on 12.44 acres along with necessary storm water management fees. The project includes a multiyear mixed use development which will contain a childcare facility, affordable senior housing, affordable single-family housing and a medical facility. This is the first year of phase development. During the program year construction will begin on the senior housing and medical facility after drainage improvements have been completed. The project will leverage over \$12 million dollars of investment for affordable housing, access to healthcare, and access to affordable childcare after completion. This project is located in a low to moderate income area which is also classified as a near RCAP area per HUD standards in Burlington.
<b>Target Date</b>	3/31/2017
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 850 people live in the area of the development and will have access to the services provided by the development.
<b>Location Description</b>	800 Block of Ross St and Sharpe Rd. Burlington, NC 27217
<b>Planned Activities</b>	Flood Drainage Improvements  Matris Code: 03I

## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

In light of the limited amount of CDBG funds available to the Burlington, not all the City's housing and community development needs can be addressed over the next five years. Therefore, priorities must be established to ensure that scarce resources are directed to the most pressing housing and community development needs.

In order to achieve the greatest impact possible from the limited federal funds available, the Consortium intends to allocate its community development resources primarily to projects that will have a focused neighborhood impact on increasing access to opportunity. The Consortium's basis for increasing opportunity is governed by the opportunity mapping results of the 2014 Regional Assessment of Fair Housing. This is an econometric modeling technique designed to comprehensively quantify and analyze the geographic distribution of opportunity. Geographic priority investment areas have been determined based on their ability to connect opportunity to low and moderate-income residents within the Triad. These include the north-central, eastern, and southern areas of Burlington.

Multiple revitalization activities, such as housing rehabilitation and public facility development, will be geographically coordinated in order to maximize their impact. The neighborhood-level focus for non-housing community development needs within income-eligible areas reflects the City's desire to create appreciable and lasting living environment improvements given limited funds, and the specific geographic targeting of new family rental housing reflects the need to affirmatively further fair housing by directing this type of development to a broader range of neighborhoods, combating existing segregated settlement patterns.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Citywide / Non-Site-Specific	70
Eligible LMI Block Groups	30

**Table 9 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

In order to achieve the greatest impact possible from the limited federal funds available, the City intends to allocate its non-housing community development resources primarily to projects that will have a focused neighborhood impact, as opposed to infrastructure projects of more dispersed expected benefit.

Burlington will invest its CDBG and HOME funds in areas primarily impacted by LMI persons. Several of

the City's LMI census areas are located in the downtown area and include a significant rental housing stock. While resources other than CDBG and HOME funds may be used in these areas to maintain and preserve housing, infrastructure, and public services, the City's CDBG and HOME funds will be focused in areas that are home to families, the elderly, the disabled, and the homeless. The City's provision of funding for new construction and acquisition of affordable housing will continue to be governed by its evaluation rubrics.

## **Discussion**



## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

In FY 2016, Burlington plans the following actions to help address the housing and community development needs of City residents, especially low- and moderate-income residents.

### **Actions planned to address obstacles to meeting underserved needs**

The chief obstacle to meeting underserved needs is a lack of, or inadequate, resources---both financial and human (staffing). The City of Burlington will continue to collaborate with human and social service agencies and the Continuum of Care to identify potential resources for meeting the service needs of City residents. The restructuring effort of Allied Churches will help address this obstacle, as it will increase the efficiency of the institutional delivery system and help optimize the use of scarce human and financial resources. The improvements to the facilities at Allied Churches will also directly improve access and efficiency of their soup kitchen, which is a critical community resource amongst underserved populations.

Improving access to public facilities and infrastructure amongst underserved populations is also addressed in this Plan. The improvements to the North Park Library, Fairchild Park Gym, and Hatch Street will benefit predominantly low-moderate income residents of Burlington.

### **Actions planned to foster and maintain affordable housing**

Burlington will continue to administer its housing rehabilitation program, which helps increase the supply of decent, affordable housing for low-income households in the City who would otherwise not be able to afford necessary rehab. The City will continue its CHDO partnership with Habitat for Humanity of Alamance County to finish the remaining lots at the Apple Tree Village. The relocation fund from CDBG will serve to encourage families to participate in the rehab program.

### **Actions planned to reduce lead-based paint hazards**

The City actively reduces lead-based paint hazards by including abating all lead hazards as a part of its housing rehabilitation program. Additionally, in the discussion of activities to stimulate employment opportunities, the City delineates its planned efforts to encourage local contractors to be trained in safe work practices and to become state certified lead-based paint abatement supervisors.

The City of Burlington will continue to uphold its obligation to abate all LBP hazards on properties it acquires. The City will also continue to work with the Alamance County Public Health Department to implement all aspects of the lead-based paint regulations. In its efforts to evaluate and reduce lead-based paint hazards in all of its CDBG and HOME funded rehabilitation projects, the Public Health Department provides information and outreach on the dangers of lead-based paint, as well as guidance



in the identification and reduction of lead-based paint hazards to all program participants. Blood level tests may be paid through the Housing Rehabilitation program for targeted populations such as children under 5 when needed.

The City will continue to participate in NC Lead, a surveillance system that all pediatricians are required to enter data into. When a child is found with elevated levels of lead in the blood, the Health Department offers to complete an investigation. When the lead levels reach poisonous concentrations, the Health Department is required to do so.

In order to affirmatively market LBP safety and abatement initiatives, the Public Health Department issues literature on housing-related and non-housing related sources of lead. Materials are also available in Spanish.

### **Actions planned to reduce the number of poverty-level families**

Burlington will continue participating in the North Carolina Construction Training Partnership Program. This workforce development initiative is designed to address the lack of middle-skill employees through training low-income Burlington residents in construction. The goal is to provide job training in the construction industry while improving the quality of affordable housing stock for low-income residents in Burlington. NC Housing Finance Agency will also provide funds to the City to rehabilitate eligible affordable housing for low-income households. The goal for the Construction Training Partnership Program is to train five low-income Burlington residents a year.

### **Actions planned to develop institutional structure**

As part of the Allied Churches Coordinated Assessment project, the City of Burlington will work with ACAC and ACICHA within the context of the Balance of State CoC to address gaps in the institutional delivery system. These gaps are currently being defined through a strategic planning process that is currently underway. The greatest gap in meeting the needs of all homeless populations is the reduced capacity of many agencies, given funding limitations in recent years. The institutional delivery system has been effective and providing substitutes for this need, but struggle to provide enough services given their limited capacity. In order to develop and improve this institutional structure, the coordinated assessment will result in an additional staff person to handle standardized systems for accessing homeless facilities and services.

## **Actions planned to enhance coordination between public and private housing and social service agencies**

The City of Burlington facilitates coordination among its partner agencies that results in a broadly shared understanding of community needs, collaborative and complementary approaches to addressing needs, and responsiveness to changes in conditions. Additionally, City general funds will continue to be available for economic development, indicating a commitment to leveraging all possible resources to meet needs. By establishing set-asides to govern CDBG and HOME spending, the City is ensuring that high-priority public and private housing and social service agencies and their programs will continue to receive the resources required to achieve an appreciable impact.

The greatest gap in meeting the housing, community development, and economic development needs in the City is the reduced capacity of many agencies, given funding limitations in recent years, to carry out their work to the extent that is needed in the community. Reductions in work force resulting from the dwindling of resources pose a serious challenge to meeting escalating demand for affordable housing and related services. In order to overcome this gap, the City has planned to focus its capacity and delivery on priority needs.

Strategic planning and evaluation will continue to be performed periodically to ensure the streamlining of operations. The city will continue to work with Burlington Development Corporation, Burlington Housing Authority, ACAC, and ACICHA to enhance coordination. Enhancing coordination is an important component of the Coordinated Assessment project as well as a part of the HOPE and STEPS programs administered by Burlington Development Corporation through CDBG funding.

## **Discussion**

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	100,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>100,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	88.81%

## Discussion

## Attachments

## Citizen Participation Comments



### MINUTES OF THE CITY OF BURLINGTON CITY COUNCIL MEETING FEBRUARY 16, 2016

The City Council of the City of Burlington held a regularly scheduled meeting in the Council Chamber, Municipal Building, 425 South Lexington Avenue, Burlington, N. C., 27216-1358, on February 16, 2016, at 7:00 p.m.

Mayor Ian Baltutis presided

Councilmembers Present: Mayor Ian Baltutis, Mayor Pro Tem Celo Faucette  
Councilmembers Robert Ward, James Butler and Kathy Hykes

Councilmembers Absent: None

City Manager: Hardin Watkins, Present

City Attorney: David Huffman, Present

City Clerk: Renee M. Ward, Present

CALL TO ORDER: Mayor Ian Baltutis

INVOCATION: Councilmember Jim Butler

CODE OF ETHICS-DISCLOSING CONFLICTS OF INTEREST: City Clerk Renee Ward

There were no conflicts of interest reported.

APPROVAL OF MINUTES: February 2, 2016 – City Council Meeting

Upon motion by Mayor Pro Tem Faucette, seconded by Councilmember Ward, it was resolved unanimously to approve the above listed minutes.

ADOPTION OF AGENDA

Upon motion by Councilmember Hykes, seconded by Councilmember Butler, it was resolved unanimously to adopt the agenda.

CONSENT AGENDA:

A. To adopt an ordinance approving the following Traffic Commission Recommendations:

- To approve a 25 mph speed limit on Fifth Street from Church Street to Davis Street.
- To approve the conversion of (4) 2-hour parking spots to all day parking on the east side of Morehead Street from a point 290 feet northwest from the intersection of Morehead Street and Lexington Avenue to a point 405 feet northwest from the same.
- To approve a 25 mph speed limit on Martin Street from Graham-Hopedale Road to Bland Boulevard.
- To convert (21) rental spaces and (3) 2-hour parking spaces in Municipal Lot #5 to Employee Only spaces.
- To approve a stop sign on Elgin Court at Granger Trail.

Ordinance #16-6

AMENDMENT TO THE CITY OF BURLINGTON TRAFFIC ORDINANCE

BE IT ORDAINED by the City Council of the City of Burlington:

- To approve a 25 mph speed limit on Fifth Street from Church Street to Davis Street.
- To approve the conversion of (4) 2-hour parking spots to all day parking on the east side of Morehead Street from a point 290 feet northwest from the intersection of Morehead Street and Lexington Avenue to a point 405 feet northwest from the same.
- To approve a 25 mph speed limit on Martin Street from Graham-Hopedale Road to Bland Boulevard.
- To convert (21) rental spaces and (3) 2-hour parking spaces in Municipal Lot #5 to Employee Only spaces.
- To approve a stop sign on Elgin Court at Granger Trail.

A) That all ordinances or parts of ordinances inconsistent or in conflict with this ordinance are hereby repealed.

B) That this ordinance shall take effect upon passage.

B. To appoint Randy Kerns to the Relief Fund Board at the Burlington Fire Department for a two-year term.

- C. To award a contract in the amount of \$576,660.00 to Terry's Plumbing & Utilities, Inc., for the Whitsett lift station renovations and to approve Budget Amendment 2016-24 to cover the amount exceeding the \$500,000 allocated in the current budget.

BA2016-24

Increase Revenues:

030-39398-0000	Appropriated Fund Balance	\$ 77,000
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Increase Expenditures:

030-89809-7400	Equipment	\$ 77,000
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- D. To approve a Memorandum of Agreement between the City of Burlington and Guilford County to utilize the WebEOC, a web accessed database for the Emergency Operations Center to be used during critical incidents.

- E. Budget Amendment 2016-23 – Conference Carolinas Spring Sports Festival

BA2016-23

Increase Revenues:

010-35204-6230	Sports Festival Fees	\$41,760
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Increase Expenditures:

010-62623-6027	Conf Carolinas Sprg Sprts Fest	\$41,760
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Upon motion by Councilmember Hykes, seconded by Councilmember Ward, it was resolved unanimously to approve the foregoing consent agenda.

PUBLIC HEARINGS:

ITEM 1: REZONING – 109 TRAIL ONE

Mayor Baltutis announced that the City Council would consider an application to amend a conditional rezoning approved by the Burlington City Council on March 18, 2008. The request is to allow the use of Auto Repair along with all uses allowed within the B-2 General Business District with the exception of uses listed in the application. The property is located at 109 Trail One, referenced as Alamance County tax identification number 121438.

Planning and Economic Development Director Amy Nelson stated that this item had the recommendation of staff and a unanimous recommendation by the Planning & Zoning Commission. She stated that the Commission found that the requested change would not adversely affect the adjoining property and would be in keeping with the Comprehensive Land Use Plan. She stated that the applicant was requesting to alter the original use to allow for auto



repair and intends to erect an opaque fence. Ms. Nelson added that if the property had not been rezoned in 2008, auto repair would have been allowed as a matter of right today.

Mr. Paul Copplestone, property owner, stated that when the attorney researched the property there were no restrictions found on the deed. He stated that the property had always been a garage and was built in the 1940's or 1950's. He stated that his intention was use the property for an auto repair garage.

The public hearing was opened and there were no comments.

Upon motion by Councilmember Butler, seconded by Councilmember Ward, it was resolved unanimously to close the public hearing.

Councilmember Butler moved for the adoption of the following ordinance:

Ordinance #16-7

ORDINANCE TO AMEND OFFICIAL ZONING MAP (Rezone Property located at 109 Trail One.)

BE IT ORDAINED by the City Council of the City of Burlington, North Carolina:

Section 1. That the official zoning map, an element of the Burlington Zoning Ordinance, and the Comprehensive Land Use Plan are hereby amended by amending the Conditional Business District approved by the Burlington City Council on March 18, 2008 for the use of auto repair, subject to the conditional uses with limitations as set forth in Sections 2, 3 and 4 of this ordinance the area described as follows:

Property located at 109 Trail One; referenced as Alamance County tax identification numbers 121438.

Section 2. That the rezoning to amend the Conditional Business for the use of Auto Repair is hereby authorized subject to the following Use and Development Conditions:

Use Conditions

1. Automotive Repair, excluding body and Fender Repair
2. All uses allowed within the B2 General Business district with the exception of the following uses: Adult Establishments, Boarding Houses or Rooming Houses, Broadcasting Studios, radio and television, Churches, Colleges or Universities, Funeral Homes, Heavy Machinery Sales, Itinerant Merchant, Manufacturing, Night Clubs, Storage of Flammable Liquids of any amount, Telecommunication Towers, Travel Trailer Parks.
3. Outdoor Storage of vehicles awaiting repair to be located inside of Privacy Fence

#### Development Conditions

1. Landscaping, Parking and Setback Requirements will be as existing.
2. 8 Foot Wood Privacy Fence will be placed at rear of Property placed along the property lines as indicated on the site plan.

Section 3. This property will be perpetually bound to the uses authorized and subject to such conditions as imposed including site plans and other submissions, unless subsequently changed or amended as provided for in the City of Burlington Zoning Ordinance.

Section 4. Any violations or failure to accept any conditions and use limitations imposed herein shall be subject to the remedies provided in the City of Burlington Code of Ordinances and Zoning Ordinance.

Section 5. That all ordinances or parts of ordinances inconsistent or in conflict with this ordinance are hereby repealed.

Section 6. That this ordinance shall take effect upon passage.

The foregoing ordinance was seconded by Councilmember Ward, and after full discussion, the same was voted upon and declared duly adopted, no amendments having been offered and consent having been given to place the same upon its immediate passage. Councilmembers voting in favor of the motion to adopt the foregoing ordinance were Baltutis, Faucette, Ward, Butler and Hykes.

Upon motion by Mayor Pro Tem Faucette, seconded by Councilmember Hykes, it was resolved unanimously to approve the following statement of consistency:

#### STATEMENT OF CONSISTENCY:

The City Council finds that the above amendment is consistent with the City of Burlington Comprehensive Land Use Plan and that this action is reasonable and in the public interest in that the amendment is compatible with existing land uses in the vicinity and reflects the changing land use patterns in the area.

#### ITEM 2: CITIZEN COMMENTS – AREA HOUSING AND NEIGHBORHOOD IMPROVEMENT NEEDS – COMMUNITY DEVELOPMENT PROGRAM

Mayor Baltutis announced that a public hearing had been scheduled for citizens to comment on Area Housing and Neighborhood Improvement needs and proposed activities for the Fiscal Year 2016-17 Community Development Program.

Community Development Administrator Shawna Tillery stated that at the February 2, 2016, City Council meeting, Council set a date of public hearing to receive citizen comments on area housing and community development for the CDBG and HOME programs and to address the 2016-2017 Action Plan. She stated that staff planned to use the citizen comments received at this public hearing to develop the FY 2016-17 Action Plan. She stated that the FY 2016-17 Action Plan described the proposed sources and activities for CDBG and HOME funds.

Ms. Tillery stated that in October 2015, staff sent out an RFP request to local non-profits. She stated that staff had received the following funding requests:

- Ralph Scott Life Services (RSL) requested \$50,000.00 of funding for renovations to the Day Services Facility at 1212 Turrentine Street. Serves 87 people. RSL obtained the building from Alamance County. RSL has replaced the roof to stop continual damage to the interior. The ceiling tiles are extremely damaged and need to be replaced. The work will involve some other interior repairs as well. The building is approximately 17,900 sq. ft.
- Family Abuse Services requested funding to renovate the two existing bathrooms at the emergency shelter. The specific quote is currently being reviewed but is estimated around \$31,000.00.
- Residential Treatment Services requested funding for painting the interior of the Hall Avenue facility. The quoted price for the work will be approximately \$18,200.00.
- Allied Churches (\$30,000) to fund the Coordinated Assessment and basic needs operations. \$10,000.00 for repair of water damaged ceilings.
- Burlington Development Corporation (\$25,209.00) matching funds for the HOPE & STEPS housing programs.
- Alamance County Library-requested continued funding of the North Park Library (\$10,000.00).

Ms. Tillery stated that Veronica Revels, Burlington Housing Authority was unable to attend tonight's public hearing and asked that the following comment be read to Council. "I cannot attend tonight, but would like the City to consider allocation of its CDBG funding to an affordable housing and/or neighborhood revitalization initiative. Burlington Housing Authority is hoping to develop more affordable housing and we would also like to develop the property on the corner of Church St. This cannot happen without addressing the blight of duplexes across the street. To that end, a partnership with the City and a Developer could move us toward a plan to revitalize that area all the way to at least to Fisher Street and CDBG funds could help with gap funding."

Nicki Ratliff, Program Services Director, Burlington Development Corporation, was also unable to be present tonight and asked for the following comment to be shared with Council; “I would like to express the agencies need for continued support for the Cash Match Assistance Program for the support of housing and the Rapid Rehousing Program for the homeless. To date the City’s assistance has housed 11 chronically homeless individuals and 15 homeless families for a total of 66 people.

Ms. Tillery shared that the City’s allocation was \$402,011.00. She stated that this was \$17,939.00 less than FY 2015-16. She stated that this could be attributed to the change in American Community Survey data which is used in the formula calculation. She stated that the City’s share of HOME funds was not currently known since this funding comes from the membership in the Consortium with Greensboro. Ms. Tillery stated that in FY 2015-16 the City received \$185,055.00 and managed the County’s allocation of \$94,132.00.

Ms. Dorene Cole, 2222 Lee Drive, Burlington, Director of Operations, Ralph Scott Life Services, requested funds to refurbish a building that was acquired from the County.

Mr. Ron Osborne, 412 Devonshire Lane, Burlington, Director of Residential Treatment Services of Alamance, requested funds to paint the Hall Avenue facility.

Ms. M. J. Wilkerson, Director of Alamance County Public Libraries, requested \$10,000.00 to be spent towards keeping resources and programs at the North Park Library.

Mr. Kep Paylor, North Carolina Construction Partnership, asked for continued support to impact affordable housing and train the unemployed.

Ms. Kim Crawford, Executive Director of Allied Churches, asked Council for its continued support to fund the Coordinated Assessment and basic needs operations.

Ms. Tammy Smith, Shelter Director, Our Sisters House, Family Abuse Services, stated that the Sisters House had been undergoing renovation projects to the kitchen and family area. She stated that the next priority would be to the two bathrooms. The current upstairs bathroom is shared by three families, it has no shower, tile needs replacing, the paint is peeling and it has an old antiquated sink. She stated that the downstairs bathroom has the only shower and is shared between 16-22 people. She asked for Council’s support.

Ms. Lynn Rousseau, Executive Director, Family Abuse Services, thanked Council for its past support and stated that this funding would mean so much to get the bathrooms in good working order.

Upon motion by Councilmember Ward, seconded by Councilmember Hykes, it was resolved unanimously to close the public hearing.

## NEW BUSINESS:

### ITEM 3: TEMPORARY STREET CLOSING – ANNUAL ANTIQUE CAR CLUB – MAY 21, 2016

Mayor Baltutis announced that the City council would consider a request to temporarily close the following streets during the Alamance Region's 45<sup>th</sup> Annual Antique Car Club show on Saturday, May 21, 2016, from 7:00 a.m. until 5:00 p.m., conditional upon meeting requirements of the City of Burlington's Special Event Permit application.

- Front Street from Worth Street to Spring Street
- Spring Street from Webb Avenue to Front Street
- City Parking Lot #2 adjacent to the Depot

Mr. Rick Holmes, thanked Council for hosting the antique car show for the past 11 years and that the show had been in Alamance County for 51 years and hoped to continue having the show in downtown Burlington.

Upon motion by Councilmember Hykes, seconded by Councilmember Butler, it was resolved unanimously to approve the temporary street closing for the Alamance Region's 45<sup>th</sup> Annual Antique Car Club show downtown Burlington.

## PUBLIC COMMENT PERIOD

There were no public comments.

## CITY COUNCIL COMMENTS

Councilmember Butler thanked all the Staff who participated in providing all the needed information for the Council Retreat.

Mayor Pro Tem Faucette thanked the Street Department for getting the streets cleaned during the past ice and snow.

Mayor Baltutis reminded citizens of the City's free bulk waste collection beginning February 29, 2016 through April 29, 2016.

Mayor Baltutis and Council recognized and thanked Mr. Frank Hope who served as interim City Manager. Mr. Hope will be retiring at the end of the month.



REQUEST FOR CLOSED SESSION:

Upon motion by Mayor Pro Tem Faucette, seconded by Councilmember Hykes, it was resolved unanimously to go into closed session pursuant to General Statute 143-318.11(a)(3) for the purpose of consulting with the City Attorney regarding claim of potential litigation involving the City.

RETURN TO OPEN SESSION:

Upon motion by Councilmember Ward, seconded by Councilmember Butler, it was resolved unanimously to return to open session.

ADJOURN:

Upon motion by Councilmember Hykes, seconded by Councilmember Butler, it was resolved unanimously to adjourn. (7:54 p.m.)

Renee M. Ward

Renee M. Ward  
City Clerk

February 16, 2016  
City Council Meeting